

Operations

CAP EMERGENCY SERVICES MISSION PROCEDURES

CAP Regulation 55-1, 15 October 1998, is changed as follows:

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NOTE: Bars in the margins identify updated information.

OPR: DOS

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(FTCA) while serving on Air Force assigned missions (including 911T missions) or by CAP's liability insurance policies (within their limits) while on other CAP corporate missions (refer to CAPR 900-5, *The CAP Insurance/Benefits Program*).

b. Workers Compensation Protection. CAP members 18 years of age and older are eligible for Federal Employees Compensation Act (FECA) benefits if injured or killed while serving on an Air Force assigned mission (including 911T missions). Travel to and from such mission activity is also covered. Some states provide state workers compensation benefits for CAP members injured or killed while serving on state operational missions. For specifics consult the wing legal officer and CAPR 900-5.

c. Entry on or Seizure of Private Property During Missions. As a general rule, CAP members are subject to the well-known rules that prohibit trespass on or seizure of private property. While entry upon private property may be justified if such an act is for the purpose of saving life, every effort should be made to obtain the controlling agency's approval and property owner's consent. Entry and activities on private property during training missions should always be arranged in advance with the owner. Under no circumstances may a CAP member seize property or engage in searches beyond the exceptions stated above.

d. Crash/Disaster Site Surveillance. CAP units may, upon proper request of local officials, provide site surveillance in crash and disaster situations in order to protect the scene or property. Such arrangements should be temporary in nature and should specify that CAP members have no powers to arrest or detain anyone but only to report to authorities those who decline to obey requests not to enter the area. Maximum coordination with local law enforcement is required.

e. Emergency Locator Transmitters. Emergency Locator Transmitters (ELTs) are frequently tracked to a locked vehicle, aircraft, or building. CAP mission personnel should contact the controlling agency (e.g., AFRCC) for further instructions. If entry is required, local law enforcement officials should be present prior to entry. (Note: Also, see paragraph 4-3h.)

f. First Aid and Emergency Medical Care. The only type of medical aid that should be administered by CAP personnel or by any other person at CAP's request is reasonable first aid deemed necessary to save a life and executed by a person qualified to attempt such medical care. CAP is not an emergency medical care or paramedic organization.

g. CAP Emergency Vehicles. The policies and procedures regarding the use of CAP vehicles are detailed in CAPR 77-1, *Operation and Maintenance of CAP Owned Vehicles*. Whether or not CAP emergency vehicles may use sirens or flashing lights will depend upon state and local ordinances and should be addressed in state and local agreements.

1-17. Withdrawal of CAP Forces. Once CAP resources have been committed to a mission controlled by another agency, they will not be withdrawn except upon authorization of the controlling agency or the decision of the CAP mission coordinator (or unit commander, if no mission coordinator is appointed). CAP commanders must have reasonable justification and use proper tact when withdrawing their resources. Notification will be given to the controlling agency prior to withdrawal.

1-18. Prevention of Fatigue. Commanders and mission coordinators will ensure that personnel performing operational mission activities, particularly flight operations, have had sufficient rest to enable them to safely complete the proposed assignment. CAP mission managers and flight crews should refer to CAPR 60-1 for flight time and duty limitations. CAP flight crews and ground teams will make a conscientious effort to avoid or reduce fatigue while flying by:

- a. Periodic separation from flight duty station
- b. Periodic light refreshments of moderate amounts of hot foods, soup, fruit juice, etc.
- c. Avoidance of excessive smoking
- d. Periodic sleep prior to flight
- e. No alcohol within 24 hours

1-19. Criteria for SAVE Credit. A SAVE is the preservation of a human life as a result of actions taken by emergency services (ES) forces. The determination as to whether or not a SAVE is made rests with the controlling agency (for example, AFRCC for SAR, AFNSEP for DR) based on the recommendation of the appropriate mission coordinator or participating emergency services element. In the case of a medical evacuation, the attending physician must attest to the SAVE. Normally, a SAVE will be credited to the element of the ES force making the recovery; however, a search force may be credited with a SAVE if it locates the SAR objective and directs the retrieval force to a successful recovery.

1-20. Resource Protection. CAP units located in high crime areas or units involved in the location and identification of persons connected with illegal activities may face the possibility of aircraft and equipment sabotage. Unit commanders must determine local needs for security precautions and establish procedures that are appropriate for their particular location.

1-21. Prohibited Equipment. Use of night vision devices by CAP personnel on USAF or CAP missions of any type is prohibited. Representatives of other agencies (DEA, USFS, etc.) may use their own equipment.

Chapter 2

ORGANIZATION, QUALIFICATION, ALERTING SYSTEMS, AND BRIEFING/DEBRIEFINGS

SECTION A - ORGANIZATION

2-1. General. One of the primary missions of CAP is to save lives and relieve human suffering while protecting the lives and equipment of those involved in providing these services. It is essential that all efforts be consistent with the capabilities of CAP personnel, equipment, facilities, climate conditions, etc. CAP forces must be organized, trained, and equipped to respond rapidly to emergency requirements. Rapid response to a mission request could mean the difference between life or death. Thoroughness in planning and executing the mission cannot be over emphasized.

2-2. Responsibilities. All commanders and members must strictly enforce and comply with the provisions of this regulation.

a. Wing Commanders. Each wing commander is responsible for proper use and control of all CAP personnel and equipment assigned to the wing. Wing commanders shall ensure all CAP resources are used in an effective, safe, and efficient manner to support all authorized CAP operational missions. Each wing commander shall:

(1) Publish a current equipment and personnel alert roster through which CAP can be contacted for assistance. The roster will be updated at least annually, and should be reissued as major changes occur. The roster will be sent to state and local emergency services agencies as determined by the wing and the state or local agency. For national notification, updates to wing rosters will be sent to HQ CAP/DO for the CAP National Coordination Center. HQ CAP/DO will, in turn, forward the rosters to AFRCC (for search and rescue), AFNSEP (for natural disasters), and other national organizations as specified by agreements. Commanders will also ensure a roster of operational mission qualified personnel and available resources are maintained at unit, wing, and region levels to assist in timely personnel notification and response. Qualified region personnel and resources available within a particular wing(s) should be included on the roster prepared by that wing.

(2) Develop procedures for relaying required and pertinent operational information to the appropriate controlling agency, for example, state Office of Emergency Management.

(3) Coordinate with state and local officials for training and equipment, and establish integrated plans and exercises that will satisfy state requirements. A sample OPLAN/EXPLAN is provided in Attachment 4 to assist commanders in establishing joint training and operational plans with military units. Plans for support to other state and local agencies/organizations should be incorporated into a wing level memorandum of understanding as described in Chapter 3. Ensure all commitments can be met. Do not over obligate the wing. Review historical

data to establish trends and be able to justify the wings' requirements for support. A quarterly meeting of all involved parties is suggested to maintain an active working relationship.

b. Wing Director of Operations. The wing director of operations will accomplish the following:

(1) Monitor operational mission activities, including training and actual missions.

(2) Ensure sufficient trained personnel, including mission coordinators, are available to accomplish operational missions.

(3) Coordinate operational mission training requirements and training with other staff agencies.

(4) Maintain records containing the status of personnel, vehicles, aircraft, radios, and other emergency equipment available for operational missions.

(5) Develop and provide a mission coordinator kit to all wing mission coordinators. Periodic updates will be provided, but it is the responsibility of each mission coordinator to maintain this kit. This kit should contain required regulations, manuals, maps, forms, checklists, resource directives, etc., normally needed to conduct any operational mission.

c. Unit Commanders. Each unit commander shall:

(1) Ensure individuals satisfy all applicable training requirements stated in CAPR 50-15 before issuing a *CAP Specialty Qualification Training Card* (CAPF 101T), recommending initial issuance of a *CAP Specialty Qualification Card* (CAPF 101), or renewing a *CAP Specialty Qualification Card* (CAPF101).

(2) Coordinate with local agencies for training, equipment, joint exercises, plans, etc. Ensure all commitments can be met. Do not over obligate your unit.

d. Individual Members. Individual CAP members participating in operational missions shall:

(1) Maintain proficiency in their specialty qualification areas.

(2) Provide information concerning their qualifications, availability, and readiness to their unit commander (or designee).

(3) Maintain individual equipment readiness and availability to support operational mission requests.

2-3. Emergency Services Organization. Emergency services missions will be conducted pursuant to this regulation. This regulation implements procedures contained in the *National Search and Rescue Manual*, and the guidelines of the Incident Command System developed by the Federal Emergency Management Agency (FEMA).

a. On missions where CAP is the lead agency, the CAP mission coordinator may be assigned as the overall incident commander. The incident commander is responsible for management of the overall mission and shall ensure all efforts are accomplished in accordance